



Hendry County Sheriff's Office

General Order 1.6

TITLE: Expectation of Privacy	SHERIFF'S APPROVAL: Digital
ORIGINATION DATE: May 25, 2019	REVISION DATE:
RELATED REFERENCES:	
CFA:	
REVIEW FREQUENCY: 3 YEARS	DATE OF NEXT REVIEW: May 25, 2022

I. PURPOSE: To establish guidelines for members' proper use of discretion while utilizing equipment and/or electronic devices owned by the sheriff's office and/or Hendry County.

II. SCOPE: This order shall apply to all sheriff's office members

III. POLICY:

- A. **Generally:** It is the policy of the Hendry County Sheriff's Office that members do not maintain any expectation of privacy while utilizing sheriff's office-owned or county-owned equipment or property. This includes but is not limited to: recorded phone lines, cellular telephones, fax machines, computers, e-mail, interoffice and postal mail, Wi-Fi, browsing history, offices, lockers, vehicles, desks, pagers, files, removable media (e.g., flash drives, portable hard drives, disks, etc.). This does not apply to personal property such as purses, brief cases, backpacks, etc.
- B. **Right to Access:** Unless prohibited by law, the sheriff's office reserves the right to access any such equipment at any time and may require members to provide passwords or lock combinations in order to gain access.
- C. **Use of Equipment:** Members may only use agency equipment or property for official business. De minimus personal use of agency equipment or property is authorized and allowed, unless specifically prohibited by general orders or policy manuals. Abuse of such privileges shall subject the member to disciplinary action, in accordance with [General Order 11.1, Disciplinary Procedures](#) and [11.2, Disciplinary Standards for Professional and Personal Conduct](#).

Your electronic signature in Power DMS acknowledges you have read this policy and understand it.